



**TOWN OF WILTON  
PLANNING BOARD MEETING  
APPROVED MINUTES**

**DATE:** July 20, 2016  
**TIME:** 7:30 PM  
**PLACE:** Wilton Town Hall Courtroom

**PRESENT:** Wilton Planning Board Members: Chairperson Jeff Kandt, Vice-Chairperson Sara Spittel, Tracey Ewing, Neil Faiman, Alec MacMartin, Jill Longval, Kermit Williams, Neil Family, Sorrell Downing. Attendees: Dawn Tuomala, Robin Lunn, Shayna Appel, Matthew Benoit

**Public Hearing**

Chairperson Kandt opened the public Hearing at 7:35 PM.

***Conceptual Discussion regarding a Possible Change of Use at Wilton Attic Finds to Expand Retail Space to Basement***

Mr. Benoit is interested in expanding his retail space into the lower level at 25 Main Street. Mr. Shepherdson suggested Mr. Benoit consult the planning board to learn whether or not this expansion would be considered a change of use and therefore require a site plan review. After discussion, it was concluded that the planning board would need to do a site plan review if the fire inspector determined the emergency exit would require modification and have a "platform" or a "deck" vs. a drop down emergency fire escape. However, some members of the board believed that even the "drop down" would require site plan review as it alters the façade of the building.

- Mr. Benoit has an appointment to go through the application process with NRPC on Monday July 25, 2016.
- Mr. Benoit will meet with the fire chief to determine the requirements for the emergency exit.
- Mr. Benoit will have to do an abbreviated NH DES review as the property is within the Shoreline Impact Zone.

The planning board is trying to help Mr. Benoit meet his 3 week timeframe but due to notification requirements and the meeting times of the planning board, the planning board stated that this time frame can not be promised.

**PB EX 01**

**PB EX 02**

**PB EX 05**

Ms. Tuomala presented each renewal application to be submitted for the August 17, 2016 review. Mr. Williams and Ms. Tuomala discussed operational violations (PB EX 02 and PB EX 05) that need to be addressed.

***Conceptual Discussion Lot M-98 Robbins Road – Hellyn Egan for a two-lot subdivision.***

- The proposed lots are on town water/sewer and therefore can be ½ acre
- The property is zoned residential
- For submission July 20, 2016 for August 17, 2016 Public Hearing

***Conceptual Discussion Lot C-45 Davisville Road – Claire Budro to divide current property into two lots.***

Ms. Spittel moved away from the Planning Board table

- Driveway access to be reworked with the Road Agent and follow natural contour of land.
- Will use existing stone walls for boundaries.
- For submission July 20, 2016 for August 17, 2016 Public Hearing

Ms. Tuomala shared she has accepted a new job with DPW in Merrimack and will be phasing out her role at Monadnock Survey. The board wished Ms. Tuomala the best and expressed their gratitude for all her work with not only the Planning Board but for the Town of Wilton.

Ms. Spittel returned to the Planning Board table.

***Conceptual Discussion Lot K-72 Maple Street – Robin Lunn to repurpose the existing church building***

Mr. Faiman moved away from the Planning Board table.

Ms. Lunn presented a exterior detailed plan of the proposed repurposing of the property which involved parking for the church building and the duplex (one unit in duplex to be handicapped accessible). Ms. Lunn is working on a lease for additional parking in the rear of the property. This parking lot will be laid out in such a way that traffic flows in a circular direction.

Ms. Lunn presented a detailed plan of the interior of the main building. The handicapped accessibility has been marked on the plan. The first floor will be home to the kitchen space, café space, and Open Cupboard Pantry. The second floor will be home to meeting space. The balcony will remain and the organ will remain as well.

- Ms. Lunn to meet with the fire chief.
- Ms. Lunn to meet with the water and sewer commission to connect the property to town water/sewer as the current owners have been paying for this.

Ms. Lunn was advised to add a few things to the current plan:

- Hours of operation (to include noise cut off hour)
- The proposed parking

Ms. Lunn to present the plan to the ZBA with an application for several variances.

**Other Business:**

Mr. Fish stated the fire pond on Hilltop Drive is dry and it appears that the conditions of the subdivision approval have not been fulfilled. Mr. Williams will make Mr. Shepherdson aware of the problem. Ms. Downing will pull the case file for the August 3, 2016 meeting.

*A MOTION was made by Ms. Spittel and SECONDED by Mr. Williams to adjourn the meeting.*

*Voting: 5 ayes. Motion carried.*

Chairperson Kandt declared the meeting adjourned at 10:20 PM.

Respectfully Submitted,  
Sorrell Downing  
Secretary